

CHAPTER 64
COSMETOLOGY ARTS AND SCIENCES CONTINUING EDUCATION

[Prior to 7/29/87, Health Department(470) Ch 151]

[Prior to 12/23/92, see 645—Chapter 62]

645—64.1(272C) Continuing education requirements.

64.1(1) Beginning January 1, 1989, each licensee in this state shall complete during each license renewal period a minimum of 8 hours of continuing education approved by the board. Each person holding an instructor's license shall complete a minimum of 16 hours of continuing education at an advanced instructor's institute prescribed by the board during each license renewal period, which will also fulfill the continuing education required for a cosmetology arts and sciences license. Compliance with the requirement of continuing education is a prerequisite for license renewal in the next license period.

64.1(2) The license renewal period shall consist of a period of two years, from April 1 of one year to March 31 of the second year following. All licensees shall renew on a biennial basis.

a. Half of the cosmetology arts and sciences licensees shall renew for the period of April 1 of an even-numbered year to March 31 of the next even-numbered year. This group of cosmetology arts and sciences licensees shall be designated as "A's."

b. Half of the cosmetology arts and sciences licensees shall renew for the period of April 1 of an odd-numbered year to March 31 of the next odd-numbered year. This group of cosmetology arts and sciences licensees shall be designated as "B's."

c. Licensees will be notified at time of renewal whether they are licensed as an "A" or "B."

64.1(3) Hours of continuing education credit may be obtained by attending and participating in a continuing education activity, either previously accredited by the board or which otherwise meets the requirements herein and is approved by the board pursuant to 645—64.7(272C).

64.1(4) It is the responsibility of each licensee to finance the costs of continuing education.

64.1(5) Those persons newly licensed during the license renewal period shall not be required to complete continuing education as a prerequisite for their renewal license.

64.1(6) Licensees currently licensed in Iowa but practicing in another state may comply with Iowa continuing education requirements for license renewal by meeting the continuing education requirements of the licensee's place of practice. Those licensees living and practicing in a state which has no continuing education requirement for renewal of license shall not be required to meet Iowa's continuing education requirement but shall pay all renewal fees when due.

64.1(7) Lapsed licensees residing in another state seeking reinstatement of an Iowa license shall be required to comply with 645—60.13(272C).

645—64.2(272C) Report of licensee. Each licensee shall file with the license renewal application a certificate of attendance, signed by the educational institution or professional society sponsoring the continuing education. The report shall be sent to the Board of Cosmetology Arts and Sciences Examiners, Iowa Department of Public Health, Lucas State Office Building, Des Moines, Iowa 50319-0075.

645—64.3(272C) Licensed instructors. Licensed instructors may use hours of attendance at the annual instructor's institute prescribed by the board to fulfill continuing education requirements.

645—64.4(272C) Physical and mental disability or illness. The board may, in individual cases involving physical or mental disability or illness, grant waivers of the minimum education requirements or extension of time within which to fulfill the same or make the required reports. No waiver or extension of time shall be granted unless written application thereof shall be made on forms provided by the board and signed by the licensee and a physician licensed by the board of medical examiners. Waivers of the minimum educational requirements may be granted by the board for a period of time not to exceed one calendar year. In the event that physical or mental disability or illness upon which a waiver

has been granted continues beyond the period of the waiver, the licensee must apply for an extension of the waiver. The board may, as a condition of any waiver granted, require the applicant to make up a certain portion or all of the minimum educational requirements waived by such methods as may be prescribed by the board.

645—64.5(272C) Exemptions for inactive licensees. A licensee who is not engaged in the practice in the state of Iowa residing in or without the state of Iowa may be granted a waiver of compliance and obtain a certificate of exemption upon written application to the board. The application shall contain a statement that the applicant will not engage in the practice in the state of Iowa without first complying with all regulations governing reinstatement after exemption. The application for a certificate of exemption shall be submitted upon the form provided by the board. A licensee must be currently licensed to apply for exempt status.

645—64.6(272C) Standards of approval. Each course approved by the board must meet specified criteria established by the board.

64.6(1) Each course shall be conducted and sponsored by one of the following statewide educational institutions:

- a. Cosmetology school of arts and sciences.
- b. Iowa merged area school.
- c. University or professional society.

64.6(2) The course shall meet the following criteria for approval:

- a. All education must be generic in nature, i.e., not to teach a system, a method or a product.
- b. All education shall constitute an organized program of learning which contributes to the professional competency of the licensee.
- c. All education shall be monitored by the sponsoring organization including signing in and out of participants to ensure the presence of participants for the required contact hours.
- d. All sponsoring organizations shall present to the board a course outlined at least 30 days in advance which shall include, but need not be limited to, the following: date, time, place, instructor's name(s), course outline, and fee.
- e. Twenty-five percent of the program time must be devoted to Iowa law and sanitation.
- f. All promotional material for the program shall prominently display the approved sponsor's name. Program credit may be denied if the foregoing is not complied with fully.
- g. Random audits may be conducted by the board of cosmetology.

64.6(3) Verification shall be the responsibility of the approved sponsor, who shall make a record of the Iowa licensees in attendance and retain such record for a period of three years.

64.6(4) Board observation of program. The board or its designated agents may observe any continuing education program at any time and, upon evidence of significant variation in the program presented from the program approved, may disapprove all or any part of the approved hours granted the program.

645—64.7(272C) Approval of sponsors. An educational institution, e.g., cosmetology school of arts and sciences, merged area school, university or professional society not previously approved by the board which desires approval as a sponsor of courses, programs, or other continuing education activities shall apply for approval to the board stating its education history relating to the practices under 645—Chapter 60 for the preceding two years, including approximate dates, subjects offered, total hours of instruction presented, and the names and qualifications of instructors.

64.7(1) *Prior notice.* All accredited sponsors shall submit to the board at least 30 days in advance of the program the dates, locations, and instructors for all intended educational programs. All promotional material shall prominently display the approved sponsor's name. Program credit may be denied if the foregoing is not complied with fully.

EXCEPTION: Approved cosmetology school sponsors may assist licensees to reinstate by providing an individual with continuing education classes.

64.7(2) Reserved.

645—64.8(272C) Attendance record. Rescinded IAB 12/4/96, effective 1/8/97.

These rules are intended to implement Iowa Code sections 272C.1, 272C.2 and 272C.3.

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